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SECRETARY'S REPORT

During the current year the work of this office has consisted mainly of the editorial conduct of the BULLETIN, the management by mail of the business of the Council and Executive Committee, the care of nominations and elections to membership and correspondence with local branches and committees.

The chief items of Council and Executive Committee business have already been stated in the present or previous issues of the BULLETIN. It may be noted that the Executive Committee has held one meeting and has appointed new committees as follows: R, Encouragement of Research; S, Organization of Summer Schools; T, Place and Functions of Faculties; U, Patriotic Service.

The present BULLETIN, completing Vol. IV, makes the first full volume thus far published, as stated monthly BULLETINS began to be issued only in March, 1916.

The statistics of membership are as follows: January 1, 1917, active members, 1,915, honorary members, 16; January 1 to November 30, 1917, elected to membership, 279; membership resigned, 28, deaths, 10, membership lapsed by non-payment of dues, 14; membership November 30, 1917, active, 2,133, honorary, 25, gain in active membership during the year, 218.

During the year the Secretary has circulated to members of the Council and to local branches a list of institutions eligible under our rules, but having no representatives in our membership. This list at present numbers 100 institutions. The list has been reduced by thirty-three during the year and further efforts in that direction are still in progress.

The procedure of the Committee on Admissions has been developed during the year by correspondence between Chairman Dealey and the Secretary. The present nomination card should probably be revised in the near future in order that certain details will less frequently be omitted. It has seemed undesirable to make frequent changes, however, in a blank of this character. A four-page circular of general information has been issued and its circulation among persons eligible for membership has undoubtedly promoted the growth in numbers we have experienced during the year.

FINANCIAL.—The considerable deficit at the end of last year, which was fortunately covered by the generosity of members, caused the Executive Committee to plan this year's business with some apprehension and a strong desire to avoid repetition of the difficulty. In spite of the increased cost of printing, it seems that we are now living within our income, and that with a normal growth in membership, somewhat greater liberality may be exercised in future appropriations for committee work.

In connection with the work of local branches, the question has been raised as to whether, under a moderate increase of the general dues of the Association, it might not be feasible to make a small allowance for incidental expenses of the local branches in view of the inconvenience of collecting small local assessments directly.

A society maintaining a monthly bulletin and charging only \$2 for annual dues can naturally not afford a system of repeated notification for payment of dues, by correspondence. By agreement with the Treasurer, with the approval of the Executive Committee, the following plan has been put into effect: Members whose dues for the current year remain unpaid June 1 are notified that in the absence of payment the BULLETIN will be discontinued. Members more than one year in arrears are notified that in the absence of payment their names will be dropped from the roll. Some of the questions that have arisen in this connection during the year are undoubtedly due to the disturbance of war conditions. The labor of the Treasurer and the Secretary in carrying on their work would be much lightened if all members would pay the modest dues at the beginning of the year.

H. W. TYLER,
Secretary.